

**LIBRARY ADVISORY COMMISSION
CITY OF MILPITAS
Monday, January 9, 2006**

UNAPPROVED MINUTES

Minutes: Meeting of the Library Advisory Commission (LAC)
Date of Meeting: January 9, 2005
Place of Meeting: Milpitas City Hall, 455 E. Calaveras Blvd.,
4th Floor Engineering Conference Room

Call to Order: Chairperson Hay called the meeting to order at 7:01 p.m.

I. Roll Call

Commissioners Present: Aoalin, Chou, Estandarte, Hay, Stephens,
and Wang

Alternates Present: Estioko, Phan

Commissioners Absent: Montano

City Council Liaison Present: Councilmember Giordano

City Staff Present: Recreation Program Coordinator, Aaron Bueno
Recreation Supervisor, Kerrilyn Ely
Capital Improvement Program (CIP) Manager,
Mark Rogge

County Staff Present: Community Librarian, Linda Arbaugh
County Librarian, Melinda Cervantes

II. Seating of Alternates

Alternate Estioko was seated for Commissioner Montano.

III. Flag Salute

Chairperson Hay led the Commission in the Pledge of Allegiance

IV. Approval of Minutes

MOTION to approve with the following changes to minutes of November 21, 2005:

- 1) Remove Sentence: Top of Page 4, Section X,
“Commissioner Montano expressed concerns from
the public regarding the drop-off parking at the front
of the library.

MOTION to approve the Minutes of November 21, 2005 as
amended.

M/S: Estioko/ Estandarte

Ayes: All

V. Announcements and Correspondence:

Chairperson Hay wished the Commissioners a Happy New Year.

VI. Citizens Forum:

Mayor Esteves greeted the Commission and thanked them for their service to the community. Esteves reinforced to the Library Commissioners that the City Council and staff are committed to the “on time”, “on-schedule” and “on-budget” design and construction of the new library. In addition, Esteves thanked the Friend’s of the Milpitas Library for their on-going support.

VII. Adoption of Agenda

MOTION to approve Agenda of January 9, 2006.

M/S: Aoalin/Stephens

Ayes: All

VIII. Unfinished Business:

1. Library Building Project Update

City of Milpitas CIP Manager Mark Rogge provided an update on the Library project. Rogge noted that the project is on schedule. Rogge informed the Commission that the Facilities Naming Committee has recommended that the new library be named “Milpitas Public Library.” Chairperson Hay inquired into the cost of this renaming. Rogge explained that the costs are budgeted and that the name selection would return the Library to its original/historic name.

Rogge presented other naming options for the library towers that he will take back to the Facilities Naming Committee. After much discussion, the Commission agreed to recommend “Scholastic Tower.”

Commissioner Chou suggested that others are recognized within the library. Rogge said that there would be many other naming opportunities in areas of the library.

Rogge than provided an update on the East Parking Garage, which is on-schedule and on-budget to date. “Way Finding”, a method of distinguishing location thru floor colors and symbols, has been integrated into the parking lot design. Branded boards from the Historic Blacksmith Shop will be restored and displayed within the parking lot for historical education. The historic fire truck “Leaping Lena” will be displayed on the ground floor of the parking lot.

Rogge stated that a parking revenue collection system will be installed although is not anticipated to be used in the near future.

This system will be used when the mid-town development is complete or should parking capacity necessitate. This parking system does not require any staffing and has been used successfully in other parking structures for revenue collection.

Rogge and Hay invited Commissioners to attend the next Library Sub-committee meeting at City Hall on January 24 at 5:30 p.m.

2. Donor Recognition Subcommittee Update

Commissioners Chou and Estioko provided the Commission an update on the Donor Subcommittees effort to formulate a donor recognition recommendation. Chou and Estioko reported that the Subcommittee had not been able to reach consensus on one proposal. Chou and Estioko distributed both proposals for the Commission's review and discussion. The Commission discussed and came to consensus on one proposal to be forwarded from the Donor Subcommittee to the Library Subcommittee for consideration.

County Librarian Cervantes thanked the Subcommittee for their efforts and said that a simple recognition for each donation is vital to ease tracking, staff time and paperwork. Cervantes recommended that careful working about donations and in-kind services be considered to avoid unwanted donations of equipment.

Chairperson Hay requested that the Commissioners provide any additional comment or suggestions on the donor recognition recommendation to Commissioner Estioko no later than March 10 via email.

IX. New Business

1. Library Governance Study Update

Library Management Consultant Jeanne Goodrich provided the Commission with an update on the Milpitas City Council directed governance study. Ms. Goodrich reviewed the purpose of the study and the consultant's scope of work.

Goodrich stated that the goal of the consultants report is to provide an objective evaluation of library operations, services and governance. In addition, the consultants will provide analysis of three different operating options and potential costs associated with each.

Goodrich said that over the past weeks they have interviewed various stakeholders in the Milpitas Library and have visited other libraries in the area.

Chairperson Hay asked if Goodrich or consultants would be providing updates to the LAC. Goodrich responded that Principal Analyst Cindy Maxwell would provide bi-monthly reports on the consultant's progress.

Ms. Goodrich provided her business card to ensure that the LAC members had her email contact information:

jeanne@jeannegoodrich.com.

2. Children's Developmental Art and Literacy Show

Childcare Coordinator Toby Librande reviewed the upcoming April 2006 developmental art show entitled "What I See." Ms. Librande thanked the Commission for their prior support and asked if the Commission would again like to assist in the judging of submitted children's art. The opening for the display will be held in the Community Room of the Milpitas Library on April 1 at 4:00pm.

Commissioners Aotalin, Stephens, Estioko and Phan volunteered to assist Ms. Librande.

X. Other Business

3. Friends of the Milpitas Library

Friends President Diane Davis reported that the October 2005 Friends' book sale netted \$6,634.00. The Friends are planning to hold three sales during 2006 including January 27-29, June 2-4 and September 22-24.

4. County Librarian Report

County Librarian Cervantes reported that the Silicon Reads; One Book, One Community Kick-off event will begin February 1 at 7:00pm at the Heritage Theater in Campbell. *The Souvenir: A Daughter Discovers Her Father's War* by Louise Steinman and *When the Emperor Was Divine* by Julie Otsuka will be featured throughout the month of February at all Santa Clara Valley Libraries.

On January 7, forty (40) people attended the 2nd annual Library Friends and Commissioners Forum.

The January meeting of the Santa Clara County Joint Powers Authority was cancelled. The next JPA meeting is scheduled for Thursday, February 23 at 1:30pm at the Library Administrative Offices, 14600 Winchester Blvd., Los Gatos.

Other Dates of Interest:

CLA Day in the District- January 27 & February 3, 2006

CLA Library Legislative Day – April 26, 2006

5. Community Librarian Report

Community Librarian Linda Arbaugh reported on the following items:

1. Building

The roof has been leaking and damage to the carpets has occurred. Ceiling damage occurred in the community room and men's restroom. Roof repairs are underway to resolve the leaks.

2. Programs and Services:

The very popular A Harry Potter Sleep Over event was held with 40 participants grades 4-8.

The Book Group is reading *Wicked; The Life and Times of the Wicked Witch of the West* by Gregory Maguire.

The Library will be closed in observance of Martin Luther King Jr. Day on January 16 and Presidents Day on February 20.

6. City Council Report

None

7. City Staff Report

Recreation Services Supervisor Kerrilyn Ely reported that the Spring Activity Guide has been mailed to residents. Resident registration begins January 12 with non-resident registration on Thursday, January 26 at the Milpitas Community Center.

IX. Future Agenda Items

Library Building Project Update

Donor Recognition Subcommittee Update

Library Governance Study Update

Library Advisory Commission Meeting of January 09, 2006

Unapproved Minutes

X. Adjournment

Being no further business, Chairperson Hay adjourned the meeting at 9:12 p.m. to the next regularly scheduled meeting on March 20, 2006.

Respectfully Submitted,

Kerrilyn J. Ely
Library Commission Staff Liaison